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1 MAY 1981

DDA 81-0863/1

DDA REGISTRY

FILE: 047

MEMORANDUM FOR: Chief, Latin America Division

FROM: Max Hugel  
Deputy Director for AdministrationSUBJECT: Support to the Directorate of Operations 

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REFERENCE: Your Memorandum, Same Subject, dated  
22 April 1981

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1. Thank you very much for the time you spent in briefing me and for your comments provided by way of reference. I will continue to remind my Office Directors of the need to review and adjust our regulations and procedures to ensure that we maintain a high level of responsiveness to the needs of the DDO. I would like to respond to some of your specific comments which I will key to the reference:

a. I am informed that Chief, Career Management Staff, in conjunction with the Office of Security, is working on a new procedure regarding security clearances for working spouses. This procedure, when implemented, should eliminate some of the clearance problems you are currently experiencing.

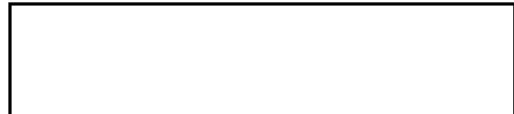
b. This suggestion is worthy of consideration and I will ask  people to look at it.

c. Logistics tells me that most Division Chiefs already have a \$300 delegation to make small purchases of an emergency nature. It may be that we need to reissue these delegations and I will ask the Office of Logistics to do so.

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d. The Division Support Chiefs will be asked to forecast their requirements for armored vehicles. With this information at hand, Logistics will be in a better position to determine what, if any, stockpiling purchases will be required.

e. The Claims Review Board is sending me a recommendation to raise from \$100 to \$300 the Chief of Station authority to settle personal property losses. I intend to approve this change.

f. A program to reimburse personnel for costs associated with residential security is currently under consideration by the Travel Policy Committee.

g. I will ask the DCI Administrative Officer to seek the DDCI's approval to delegate to the Division Chiefs the authority to approve up to \$25 expenses incurred in connection with briefings of Ambassadors and other high level U.S. Government personnel. The accountings for these expenditures will still have to be sent to the DCI Admin Officer for recording against the DCI's representational fund.

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2. Should you have any further thoughts on how the system might be improved, please feel free to contact me.

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*Max Hugel*

Max Hugel

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